

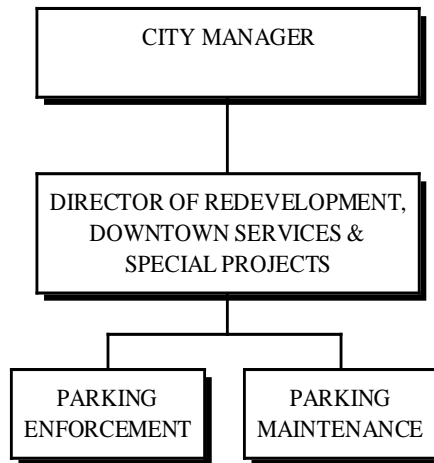
## PARKING FUND

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### MISSION

To provide and maintain safe, convenient, customer friendly parking facilities, and appropriately enforce parking regulations.

### PARKING FUND ORGANIZATIONAL CHART



### CORE RESPONSIBILITIES

1. Develop, enact, and enforce parking regulations in order to support citywide community and economic development activities.
2. Maintain parking meters and kiosks to maximize convenience for customers and revenues.
3. Daily maintenance and capital repairs/improvements for parking garages and surface lots are managed by the General Services Department. Snow removal is done by contract.

2018 OPERATING BUDGET

**PARKING FUND**

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PARKING FUND SUMMARY

	<b>2017 Budgeted</b>	<b>2017 Estimated</b>	<b>2018 Budget</b>
<b>Revenue</b>	<b>\$1,929,326</b>	<b>\$1,952,386</b>	<b>\$1,918,854</b>
<b>Expense</b>	<b>\$2,097,142</b>	<b>\$2,049,242</b>	<b>\$2,101,884</b>
<b>Net Income (Loss)</b>		<b>(\$96,856)</b>	<b>(\$183,030)</b>
<b>Beginning Working Capital</b>		<b>\$126,600</b>	<b>\$29,744</b>
<b>Ending Working Capital</b>		<b>\$29,744</b>	<b>(\$153,286)</b>

RESERVE

This fund has a goal to target a working capital reserve that is 10% of operating expenses, including debt service and capital expenditures.

2018 OPERATING BUDGET

PARKING FUND

BUDGET DETAIL

	2015 Actual	2016 Actual	2017 Budgeted	2017 Estimated	2018 Budget
<b>Revenue</b>					
Metered Parking	\$735,149	\$710,232	\$687,450	\$701,540	\$716,935
Metered Parking-Cards	\$90,895	\$86,491	\$88,000	\$85,500	\$85,500
Investment Income	\$233	\$174	\$250	\$250	\$250
Parking Rental	\$550,196	\$542,105	\$565,659	\$544,729	\$554,239
Finance Charges	\$2,408	\$2,509	\$500	\$1,800	\$500
Metered Parking Penalties	\$328,134	\$309,554	\$312,000	\$343,100	\$345,800
Insurance Distributions & Credits	\$0	\$5,778	\$0	\$0	\$0
Contribution In Aid	\$10,343	\$10,500	\$10,500	\$10,500	\$10,500
Miscellaneous	\$0	\$504	\$0	\$0	\$0
Transfer In-Cap Proj-Sears Block	\$746	\$0	\$0	\$0	\$0
Transfer In-Cap Proj (2008 on)	\$0	\$6,188	\$0	\$0	\$0
Transfer In-Sears Block TIF	\$270,000	\$258,145	\$206,167	\$206,167	\$205,130
Transfer In-Trust Fund	\$2,744	\$2,744	\$0	\$0	\$0
Transfer in-Trust/Durgin	\$130,000	\$130,000	\$58,800	\$58,800	\$0
<b>Total Revenue</b>	<b>\$2,120,847</b>	<b>\$2,064,924</b>	<b>\$1,929,326</b>	<b>\$1,952,386</b>	<b>\$1,918,854</b>
<b>Expense</b>					
Compensation	\$363,575	\$384,831	\$407,718	\$395,260	\$422,067
Fringe Benefits	\$177,137	\$185,927	\$193,905	\$185,931	\$206,582
Outside Services	\$195,133	\$229,171	\$275,950	\$275,192	\$278,925
Supplies	\$47,557	\$39,218	\$40,655	\$31,080	\$39,265
Utilities	\$55,081	\$59,801	\$56,790	\$52,905	\$51,230
Insurance	\$21,600	\$22,540	\$25,790	\$25,790	\$26,250
Debt Service	\$876,146	\$862,490	\$764,840	\$764,828	\$769,610
Miscellaneous	\$134,214	\$130,020	\$142,854	\$129,616	\$132,225
Allocated Costs	\$9,480	\$0	\$0	\$0	\$0
Transfer Out	\$167,850	\$230,170	\$188,640	\$188,640	\$175,730
<b>Total Expense</b>	<b>\$2,047,774</b>	<b>\$2,144,168</b>	<b>\$2,097,142</b>	<b>\$2,049,242</b>	<b>\$2,101,884</b>

Note: Beginning in FY 2016, Allocated Costs are reported as a Transfer Out expense.

## 2018 OPERATING BUDGET

### PARKING FUND

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<u>SERVICE INDICATORS</u>	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Estimated</u>	2018 <u>Projected</u>
1. Overtime Parking Meter Citations	18,373	18,524	18,220	17,650
2. Time Zone Citations	1,201	1,471	1,275	1,300
3. Meter Feeding Citations	4	10	6	10
4. Winter Parking Ban Citations	204	82	254	100
5. Booted Vehicles	39	26	34	35
6. Credit Card Transactions at Kiosks	215,051	218,203	225,000	225,000
7. Credit Card Transactions – Fines/Penalties/P-Cards	823	1,212	1,554	1,850
8. Customer Payment Plans Created	39	26	28	30
9. Violations Appealed to Court	54	31	40	40

#### 2018 GOALS

1. Adopt and implement the Strategic Parking Plan.
2. Update service indicators as appropriate to measure anticipated outcomes of Strategic Plan recommendations.
3. Commence repairs and improvements for the School Street (Durgin Block) Parking Garage (CIP #432).

#### 2017 GOALS STATUS

1. Adopt and implement the Strategic Parking Plan.  
9-Month Status: The Strategic Parking Plan was presented to the Parking Committee on June 27, 2016. Since June, the Parking Committee has held two public forums; one on August 18th and one on September 8th. In addition, the Committee has held approximately 12 workshop meetings since June 2016 to review the recommendations of the study, and potential modifications thereof. The Parking Committee last met on March 16, 2017 to review revised policy recommendations, as well as the accompanying financial pro forma. Pending the outcome of its April meeting, the Parking Committee has tentative plans to hold a public forum to present the final recommendations in May 2017. Following the forum, the Committee plans to meet again to further hone its recommendations based upon public input. The Committee tentatively plans to present its final recommendations, together with accompanying resolutions and appropriation resolutions (if required), to the City Council in June or July 2017.
2. Undertake repairs for the School Street (Durgin Block) Parking Garage (CIP #432), as identified within the 2012 Needs Assessment Report.  
9-Month Status: The City completed a Facility Needs Assessment of the School Street Parking Garage in 2012. That report identified that the 467-space garage, which opened in 1985, requires significant repairs and improvements. The City Council appropriated funds for design and repair in FY 2013 (\$1.4M) and in FY 2017 (\$3.2M). Repairs were delayed due to parking impacts associated with the Downtown Complete Streets Project, as well as the diminished financial capacity of the Parking Fund. A contract for design of repairs and improvements was issued on October 25, 2016. The project is scheduled to go out to bid in April 2017. Pending available budget, work will begin in May or June. The project is scheduled for completion by December 1, 2018. The project will result in the temporary loss of meter and parking citation revenues due to periodic temporary closure of parking spaces during repairs.

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3. Upgrade the older, 2G modem Cale Kiosks with 3G modems, as 2G will no longer be supported by cellular service providers.  
9-Month Status: Changes in cellular technology required the City to convert 74 of its 85 kiosk units from 2G to 3G modems in order to maintain the ability to process credit card transactions. The project was completed in March 2017.
  
4. Identify, negotiate, and implement parking options to support redevelopment of the so-called Remi Block Redevelopment Project located at 148-158 North Main Street.  
9-Month Status: The Remi Block Redevelopment Project was completed in March 2017. The project features 20 market rate apartments and 3 commercial storefronts. The building owner currently leases 7 parking spaces from the City at the Dixon Avenue Surface Lot. It was initially anticipated that the owner would need to lease spaces at the City's Storrs Street Parking Lot beneath the Loudon Road overpass. However, the building owner secured an additional 20 spaces at a surface parking lot owned by a third party.